



PETITION FOR APPEAL / VARIANCE OF ORDINANCE

City of Manchester, 14318 Manchester Rd., Manchester, MO 63011

Ph: 636 227 1385, Ext. 107; Fax: 636 821 8021

REQUIREMENTS:

1. Completed Application Form
2. Twenty (20) sets of construction drawings & Site Plan showing improvements to scale. (Plans should be reduced to no larger than 11" x 17" size)
 - A description of the scope of work and reason of hardship generating the variance request.
 - Any other pertinent information for the Board to review that provides background for the request.
3. Payment of variance fee: **Fee for Residential District \$50. All Other Zone Districts \$300.**

Submission for appeal/variance must be received at least twenty (20) days in advance of Board meeting date.

PLEASE PRINT

PROPERTY OWNER INFORMATION

Property Owner			
Address			
Phone		Email/FAX	

DESCRIPTION OF PROPERTY

Lot Number	
Subdivision Name	
Address	

STATEMENT OF APPEAL/VARIANCE REQUESTED

APPLICANT INFORMATION (IF OTHER THAN OWNER)

Applicant Name			
Company Name			
Address			
Phone/Extension		Email/FAX	

If applicant is not owner, a Letter of Consent to this Appeal/Variance must be included with this application.

I hereby certify that the information contained in this application and accompanying plans is correct, and that I will conform to all applicable laws of the City of Manchester.

Owner/Applicant _____ Date _____

FOR OFFICE USE ONLY BELOW

Ordinance #78-952 Section No(s): _____ City of Manchester Variance # _____

Received By _____ Date _____
Director, Planning and Zoning and Economic Development